

INSTRUCTIONS

FOR TAKING THE

C E N S U S

OF THE

STATE OF NEW-YORK,

In the Year 1855 ;

ISSUED BY THE SECRETARY OF STATE,

TO THE

OFFICERS CHARGED WITH THE DUTY  
OF TAKING IT.

TOGETHER WITH THE

CONSTITUTIONAL AND STATUTORY PROVISIONS

CONCERNING THE SAME.

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ALBANY :

WEED, PARSONS & CO., PRINTERS.

1855.

\* \* The instructions for taking the Seventh Census of the United States, have been adopted in this, so far as the same were considered applicable, with such variations and additions as seemed requisite for the special inquiries contained in the accompanying schedules.

## EXTRACT

*From Article Third, of the Constitution of the State of New York.*

“§ 4. An enumeration of the inhabitants of the state shall be taken, under the direction of the Legislature, in the year one thousand eight hundred and fifty-five, and at the end of every tenth year thereafter; and the said districts\* shall be so altered by the Legislature, at the first session after the return of every enumeration, that each senate district shall contain, as nearly as may be, an equal number of inhabitants, excluding aliens and persons of color not taxed; and shall remain unaltered until the return of another enumeration, and shall at all times consist of contiguous territory; and no county shall be divided in the formation of a senate district, except such county shall be equitably entitled to two or more Senators.”

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\* Referring to the Senatorial Districts, described in the preceding section.

# CENSUS LAW OF 1855.

AN ACT in relation to the Census or enumeration of the inhabitants of this State.

PASSED March 12; AMENDED April 6, 1855.

*The People of the State of New-York, represented in Senate and Assembly, do enact as follows :*

§ 1. An enumeration of the inhabitants of this state shall be taken during the present year eighteen hundred and fifty-five, and during every tenth year hereafter.

§ 2. The secretary of state shall, as soon as may be after the passage of this act, and also in every tenth year hereafter, cause uniform blank returns and abstracts, together with copies of this act, to be printed, for the purpose of taking such enumeration and obtaining other statistical information.

§ 3. The secretary of state shall, on or before the first day of May next, and on or before the first day of May in every such tenth year hereafter, transmit, in such manner as he may think proper, to each of the county clerks, twice as many of such blank returns and as many copies of this act as there are election districts in their respective counties.

§ 4. On or before the first Monday of May next, and on or before the first Monday of May in every such tenth year hereafter, the secretary of state shall appoint one or more marshals in and for each town and ward in this state, as the case may be, and who shall have been a resident of such ward or town at least one year before such appointment, whose duty it shall be to enumerate the inhabitants therein, and to perform the other duties prescribed by this act. A certificate of such appointment, under the hand of the secretary of state, shall be made, in which certificate the district assigned to the person so appointed shall be described; and such certificate shall be delivered to the person appointed, and which shall be evidence of the facts therein contained.

§ 5. It shall be the duty of each county clerk, on or before the fifteenth day of May next, and on or before the fifteenth day of May in every such tenth year hereafter, to forward to the town clerk of each of the towns in his county, and to the clerk of the common council in each of the cities, a sufficient number of the blank returns and copies of this act, so as aforesaid transmitted to him by the secretary of state, to supply each marshal of such town or city, on demand, with duplicate sets of said blank returns, and one copy of this act.

§ 6. On the first Monday of June next, and on the first Monday of June in every such tenth year hereafter, every such marshal shall proceed to enumerate, truly and accurately, the inhabitants residing in the ward, town or district for which he shall have been appointed, by making actual inquiry at every dwelling-house, or of

the head of every family residing therein, and to obtain the statistical information required by this act, by such convenient means as may be in his power.

§ 7. Each marshal shall enter in the blank return received, the particulars of the enumeration so made, and of the statistical information so obtained, in the manner and form prescribed by the secretary of state.

§ 8. Every person whose usual place of abode shall be in any family, on the first day of June next, and on the first day of June in every such tenth year hereafter, shall be returned as of such family; and every person casually absent at the time of taking the enumeration, as belonging to that place in which he usually resides.

§ 9. The returns so made out shall be certified, by each marshal taking the enumeration, to be true and accurate to the best of his knowledge and belief, and shall state the number of pages of which it consists, which certificate shall be subscribed and sworn to by him before any officer authorized to administer oaths, who shall certify such attestation without charging any fee therefor.

§ 10. Each marshal shall, on or before the first day of July next, and on or before the first day of July in every such tenth year hereafter, cause the returns so certified, with a duplicate copy thereof carefully made and compared, and certified in the manner above specially provided, to be delivered to the county clerk of the county in which such marshal reside.

§ 11. Each county clerk shall immediately after receiving such certified statements of the enumeration, and other statistical information, and the duplicate copies of the same from the marshals in the several towns or districts of his county, transmit to the secretary of state at Albany, by express, all the duplicate returns filed in his office, carefully boxed in such a manner as to protect them; and if any marshal shall neglect for five days after the first of July to make his return as aforesaid, the clerk of the county in which he shall reside, shall immediately proceed himself or dispatch a messenger to procure such return and duplicate, and the expense thereof shall be deducted from the account of such marshal, by the board of supervisors of the county in which he may reside, if they shall think proper.

§ 12. The secretary of state, after receiving such duplicate returns, shall prepare and report to the legislature a general account of the enumeration, specifying the result thereof in the several towns, wards, cities and counties of the state, with a full recapitulation of the whole.

§ 13. The accounts for the services of the marshals and county clerks, done under this act, shall be audited by the supervisors of the county where the services are performed, except in the city and county of New-York, where it shall be done by the common council; and shall be assessed, collected and paid as part of the contingent expenses of such city or county.

[Act of April 6, 1855, § 3. Each marshal shall receive for his services, rendered under and by virtue of the act hereby amended,

the sum of two dollars, and no more, for each day he is actually and necessarily employed ; to be audited and allowed by the board of supervisors in the county where he shall reside.]

§ 14. In case of the inability or neglect of any marshal appointed under or by virtue of this act to perform his duties, the Secretary of State shall have full power, and, it shall be his duty forthwith, to appoint another marshal in his stead.

§ 15. Any person being the head of a family or member thereof, above the age of twenty-one years, who shall refuse to give to any marshal the information required by him, relative to any of the particulars which such marshal is required to state in his returns concerning such family or person, or who shall wilfully give false information to such marshal concerning the same, shall forfeit and pay a penalty of fifty dollars, to be sued for and recovered, with costs of suit, by and in the name of the supervisor of their respective towns, and shall be paid over to the town superintendent, for the benefit of the common schools of such town ; except in the city of New York, such suit and recovery shall be in the name of the mayor, aldermen and commonalty of the said city, and such penalty shall be paid over to the board of education for the benefit of common schools in said city.

§ 16. It shall be the duty of the secretary of state to appoint suitable persons to take the enumeration of the Indians residing on the several reservations in this state, who shall, in respect to such reservations, perform all the duties of marshal by this act, and shall also return the number of acres of land cultivated by such Indians, and such other statistics as it may be in their power to collect, and as the secretary of state, in his instructions shall prescribe ; for which service they shall be paid out of the treasury, upon the warrant of the comptroller, such suitable compensation, not exceeding two dollars per day, as the secretary shall certify to be just. All expenses incurred by the secretary of state in executing this act, shall be paid by the treasurer upon the warrant issued by the comptroller.

§ 17. It shall be the duty of each county clerk in this state, on or before the first day of January next, and the first day of January following such tenth year, to cause all the original returns filed in his office by the respective marshals to be properly arranged by towns or wards and well bound up in one or more volumes, and carefully preserved among the records of his office ; and if it has not already been done he shall cause the returns of the United States census of eighteen hundred and fifty to be bound and preserved in like manner, and also the returns of any future census which the United States may hereafter take.

§ 18. The third chapter of the fifth title of the first part of the Revised Statutes, entitled "of the census or enumeration of the inhabitants of the state," and also chapter two hundred and thirty-nine of the Laws of eighteen hundred and fifty-four, entitled "An act to amend an act relative in the census or enumeration of the inhabitants of this state, passed May 7, 1845," are hereby repealed.

§ 19. This act shall take effect immediately.



# INSTRUCTIONS.

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State of New-York,      {  
SECRETARY'S OFFICE.    }

Albany, May 1, 1855.

*Uniformity* is an indispensable requisite in every enumeration of the population and products of industry of a country, to secure which, the attention of the officers charged with the execution of the law, requiring a census of the State of New York to be taken in the year 1855, is directed to the following instructions :

## TO COUNTY CLERKS.

County clerks, will receive by mail, a copy of these instructions ; and by express, a supply of blank schedules, and of these instructions for distribution among the several towns and cities within his county.

In apportioning the blanks among the several counties, the population of each has been presumed to increase in the same ratio since 1850, as it did during the five years previous to that year, to which twenty per cent has been added for contingencies. Should the county clerks discover that there will be, from any cause, a deficiency of any of the blanks, they should forthwith make application to the office of the Secretary of State for a sufficient quantity to supply the several marshals with a duplicate set.

The blanks should be apportioned among the several towns and wards, according to their relative population in 1850, unless it is known that there is a decided increase or diminution from the relative number of inhabitants in any particular section, in which case the clerks, will use their own discretion in equalizing the distribution according to the respective wants of each.

At the earliest possible moment the supply belonging to each of the towns, should be forwarded to the several town clerks, and the share due to cities to the clerks of the common council for delivery, upon application, to the marshals appointed for the purpose of taking the census in and for the several cities of the state.

As 180 names can be written on one sheet of the schedules of population, and as a duplicate set of these is to be filled out by the marshals, there will be required about twelve sheets of this blank to every thousand inhabitants ; but as losses, errors, and parts of pages must occur, the number of blanks distributed will somewhat exceed this number. The excess of these should be distributed in the same proportion as the others.

The schedules number II., III., IV., V. and VI. should be distributed in like manner. In towns extensively engaged in manufacturing, a larger proportion of schedule No. III. will be required ; but this being under the more immediate knowledge of the county clerks, than of this department, they must exercise a proper discretion in the distribution.

The clerks will find it convenient to keep a memorandum of the date when the blanks are sent to the several town clerks, and the person by whom they were sent, and to take receipts upon their delivery.

Upon completing their duties the marshals will forward two sets of their returns directly to the county clerks, which the latter should carefully examine and separate, laying aside the *copy* for this office, and retaining the *original* for pre-



servation with the county records. As soon as the returns from the several marshals are received, those intended for this office should be carefully boxed up and forwarded by express to the Secretary of State.

If the marshals do not send in their returns within five days after the first day of July, it is the duty of the county clerk to go or send a messenger to procure them, at the expense of the marshals.

As the law requires that all of the summaries and the labor of preparation for publication shall be done in this office, and as the legislature will require the information therein contained, to be laid before them at the beginning of their next session, it is highly important that no time should be lost in receiving and transmitting the returns.

Section 17th, of the act under which this census is taken, requires the set of returns retained by the counties, as well as that of the census of 1850, to be bound for preservation. As this provision of the law is imperative, the county clerks should at once cause these documents to be arranged, and bound in a convenient number of volumes, the expense of which must be audited and paid by the boards of supervisors in the several counties. Should there be any analysis, of the schedules left in the clerks' offices, voluntarily undertaken and published, as a matter of local information; the clerks will confer a favor by sending copies to this office. Such summaries would not supersede, although they might anticipate, the publication of the state census, and perhaps might embrace combinations of the facts different from those which will be contained in the latter.

The marshals will each receive by mail, a copy of these instructions, and a sufficient number will be forwarded to county clerks, to supply each town clerk and clerk of the common council of cities with one copy, which should be distributed with the blanks.

## **To Clerks of Towns, and of Common Councils of Cities.**

It is made the duty of the town clerks, and the clerks of the common council of cities, to receive from the office of the county clerk, the blanks for the marshal or marshals appointed for taking the census of town and cities, and to deliver them to the latter, whose duty it will be to apply for the same. Where more than one marshal is appointed in a town or ward, the clerk should divide the blanks between them, as nearly proportioned to the population in the several election districts, as possible. The intimate knowledge which these clerks are presumed to have of the relative population and wants of their several election districts, led to their being designated as proper persons to receive and subdivide the blanks. As a general rule, there will be one marshal appointed to each election district; but in some cases, where the whole population does not exceed three thousand, one person only will be appointed in the town. In all such cases the commissions of the marshals will specify the fact, and be sufficient authority to the clerk for delivering over, upon application, the whole amount of blanks received for such districts.

### **TO MARSHALS.**

The marshals, being appointed, will receive with their commissions, a copy of these instructions, and should lose no time in becoming familiar with the details therein contained, and in learning, if necessary, by inquiry at the town clerk's office, or of the clerk of the common council, the boundaries of their districts. They should also apply for the requisite quantity of blanks from the town clerk's office; or, if in a city, from the office of the clerk of the common council, and make arrangements to begin their labors on the first Monday of June.

Experience has shown, that the perfection of a census, depends in a great degree upon the subdivision of districts, so as to bring the subjects of inquiry, within the personal knowledge of the enumerators; and in reducing the time during which it is to be taken, to the shortest practicable period. In some of the European censuses, this subdivision is so far extended, as to enable the labor of collecting the data to be accomplished in a single day. The appointment of a marshal in each election district of the state, will reduce the time required, it is believed, in all instances to less than a month.\* It is highly important, that no delay should occur to prevent the marshals from performing their duties in the shortest possible time, and in transmitting two copies of the schedules, duly *compared, signed, endorsed, sworn to, and dated*, to the county clerk. If there is discovered any deficiency in the supply of blanks received, application should be immediately made to the county clerks for the balance, unless in some cases, it be more convenient to procure them directly from this office.

Having received the necessary blanks and instructions, the marshals should so arrange their plans, as to include all the inhabitants, taking special care that none residing in courts and alleys in the cities, or on private roads, or distant from any road in the country, shall be omitted.

The importance of a kind and conciliatory manner, is so essentially necessary in securing the confidence and goodwill of the families approached for information, that the suggestion itself, is deemed sufficient. Persons of intelligence, will readily appreciate the objects for which the census is taken, and coöperate in facilitating the inquiries of the officers charged with the duty of making them; but the marshals will occasionally meet with ignorant and narrow-minded persons, who will associate some vague apprehension of *taxes* with the inquiries after the statistics of agriculture and industry, whom they may find it proper to assure,

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\* In a few instances, where the population is less than 3000, one marshal will have two election districts.

that the census has no relation to the assessment, and that the statistics therein contained, are to be used for the general purposes of the state government, and not for local or individual taxation. To others, who may seem inclined to evade the inquiries of the marshals, or to give false answers to the questions, it may be necessary to read the 15th section of the act, that attaches a penalty to the refusal of answering the questions contained in the schedules. If necessary, the names of such persons, should be promptly reported to the local authorities, that those incurring the penalty may be duly prosecuted.

As each page of schedule No. I. has 45 lines, it is a matter of convenience, in making the summaries at this office, that every page (except the last, which must necessarily be incomplete,) should contain that number of names, and that no lines be omitted, or entries made, except in the spaces having a number printed in the margin.

The act provides, *that actual inquiry shall be made at every dwelling house, or by personal inquiry of the head of every family residing therein*, and this requirement must be strictly observed.

As soon as the schedules, for any family, or business, are filled up, the marshal should read over and exhibit to the parties from whom he has received the same, the information obtained; to the end, that any error may be corrected, or deficiency supplied. This rule being followed, in all cases, will insure accuracy in the returns.

On each page of the schedules, is to be inserted, in the blanks made for that purpose at the top of each page, the date on which such page was *commenced*, although it may not have been completely filled up until the day following, and each page should be attested by the signature of the marshal.

In cases where there is but one election district in a town or ward, the words "Election district of the," at the head of each page, may be struck out.



When *completed*, *copied* and *compared*, the oath or affirmation should be made and subscribed, both to the original and the copy, before some officer qualified to administer the same; and the schedules thus completed, should be carefully done up in two packages, each endorsed with the name of the marshal, the number of the district, and the name of the town or ward.

The *copy* should be marked for the office of the Secretary of State, and the *original* for the county clerk, to whom both should be sent, in one package, at the earliest possible moment.

As the schedules are to be bound up in volumes for preservation, it is important that they should be *kept flat*, and not rolled or folded, so as to render their binding and future use inconvenient. The greatest neatness and care should be had, in making out the original, and especially the *copy*, from which the results are to be derived.

In all cases where possible, the marshals should provide a port-folio, which may be cheaply made of two sheets of press paper, or bookbinder's board, attached together on one side by a strip of canvass, which will serve the double purpose of keeping the sheets flat and clean, and affording a substitute for a desk, for writing upon, when there be nothing better at hand. The entries should be made with pen and ink, in all cases, and not with a pencil, the marks of which are easily obscured, or entirely obliterated by use. To insure this convenience, the marshals should be provided with good pens, and black ink of the best quality.

Especial care should be taken, to make the *figures* distinct, so that there would be no possibility of mistaking a 7 for a 9; a 3 for a 5, or of reading any other entry different from what was intended. A neat, fair copy, devoid of blots, scrawls or needless flourishes, and, above all, bearing evidence of having been made *with care and accuracy*, should be returned by every marshal.



In cases where incorporated villages occur entirely in an election district, the marshal should take care to make such memoranda at the beginning and end of the enumeration, as will enable him to add up the number of inhabitants within the incorporated limits. These he should add up, and enter on the last page, in the space designated "Remarks." If an incorporated village lies partly in other election districts, or in two or more towns or counties, state the fact in the entry, and give the number of such district, if in the same town, or the name of such towns and counties, other than his own, in which such village is located, *but give only the population of the part which is in the district he is enumerating.* These parts being added together at this office, will give the aggregate population of the villages.

There are many villages of considerable size, which have never been incorporated, and, consequently, have no definite limits. In all cases where such a village has a well established name, by which it is known in the country around, the marshal should enter its population in the "Remarks," on the last page, using his own discretion in deciding the limits of the village, and stating, if the fact, that it is situated partly in two or more districts, whose numbers, or names, he should give.

With the exception of adding the population of villages, the marshals will have no duties to perform in relation to the footing up or analysis of the schedules, as this duty will be performed in this office.

The schedules are numbered from I. to VI., and the columns are numbered continuously from 1 to 161, for convenience of reference to the Instructions, in any cases of doubt or uncertainty.

### **Schedule No. I.—Population.**

**1. Dwellings numbered in the order of visitation.**—Under this head insert the number of the dwelling houses, as

they are visited. The first house visited to be numbered 1; the second one visited, 2; and so on, to the last house visited in the district. By a dwelling house, is meant a separate inhabited tenement, having one or more families under one roof. Where several tenements are in one block, with walls, either of brick or wood to divide them, having separate entrances, they are each to be numbered as separate houses, but where not so divided, they are to be numbered as one house.

If a house is used partly for a store, shop, office, or for other purposes, and partly for a dwelling house, it is to be numbered as a dwelling house; but where used for lodging only, it is not. Hotels, poor-houses, garrisons, hospitals, asylums, jails, penitentiaries, houses of refuge, and other similar institutions, are each to be numbered as a dwelling house.

In these cases, write perpendicularly below the number the name or description, as "hotel," "poor-house," &c., as the case may be.

**2. Of what material built?**—In this column, write the material of which the house is built, as "stone," "brick," &c.; or if built of different materials, as brick, faced with marble, freestone, &c., write the material of which the principal front is composed. If plastered in mastic, rough-cast or other imitation of stone, it is to be entered as of the material of which the wall is composed. As the term "wood," might be somewhat indefinite, the mode in which it is built, if of this material, should be stated, as, "framed," "logs," "plank," &c., instead of the word "wood," which is to be implied when such terms are used.

**3. Value of Dwellings.**—This value is to be estimated so as to include the lot on which such dwellings are built, if in a city or village, but not otherwise. It should not include buildings other than dwellings, unless so connected as to form an essential part, of a dwelling. The estimate should refer to *present value*, with reference

to location; but without reference to assessed value or original cost.

**4. *Families numbered in the order of their visitation.***—Under this head, insert the number of the families as visited, in the same manner as the dwellings.

By the term family, is meant either one person living separately in a house, or part of a house, and providing for him or herself, or several persons, living together in a house, or a part of a house, upon one common means of support, and separately from others in similar circumstances. A widow, living alone, and separately providing for herself, or two hundred individuals, living together, and provided for by a common head, should each be numbered as one family.

The resident inmates of an hotel, jail, prison, garrison, hospital, poor-house, asylum, house of refuge, or other similar institution, should be considered as one family.

**5. *Name of every person whose usual place of abode, on the first day of June, 1855, was in this family.***—In this column insert the name of every person in each family, of every age, including the names of those temporarily absent, as well as those that were at home on that day. The name of any member of a family who may have died *since the first day of June*, is to be entered and described as if living; but the name of any child born after that day is to be omitted. The names are to be written, beginning with the father and mother; or if either or both be dead, beginning with some other ostensible head of the family, to be followed, as far as practicable, with the name of the oldest child residing at home, then the next oldest, and so on to the youngest; then the other inmates, lodgers and boarders, laborers, domestics and servants, having no other home at which they would be enumerated.

If such lodgers, boarders, laborers, domestics or servants are but temporary inmates, belonging to other families,

they should be enumerated in the families to which they consider themselves permanently attached.

The inmates of jails, prisons, garrisons, hospitals, asylums, poor-houses, houses of refuge, and similar institutions, are to be enumerated in such institutions, and in no case in the families to which they belong when not so detained on account of poverty, crime or infirmity, or by enlistment in military service.

Persons traveling, in foreign countries, if they have a home in this state at which they usually reside, are to be enumerated as if at home, providing that such absence is only temporary, and with the intention of returning. On the other hand, foreigners and citizens of other states, casually present in this state, and only traveling or engaged on transient business, are not to be enumerated as citizens of the state.

Persons residing at hotels and boarding houses, and having no other homes, are to be considered as members of the family where they board; but if they are only temporary residents, and have other homes at which they usually reside, they should be enumerated at such homes.

All keepers of prisons, asylums and similar institutions, and the commanding officers of garrisons, are to be considered as the heads of their respective families, and the details concerning the inmates of each, should be entered in their proper columns.

By usual place of abode, is meant the house or usual lodging place of a person.

Students in colleges, academies or schools, when absent from the families to which they belong, are to be enumerated as if at home; but if such students have no other home they are to be counted as members of the family in which they board. Students belonging to families in this state, but attending school or college out of the state, are to be enumerated as if at home, and students residing out of the



state, but temporarily attending within the state, are not to be enumerated.

Inquiries must be made at all stores, shops, eating houses, and other similar places, and the names and other facts concerning every person who usually slept there should be taken, provided such person is not otherwise enumerated.

Persons on board of vessels accidentally in port, those whose only habitation is the boat or vessel to which they belong, those who are temporarily boarding for a few days at a sailor's boarding or lodging house, if they belong to other places, are not to be enumerated as the population of a place.

The sailors and hands of a revenue cutter, or of any vessel or boat employed in navigating the sea, lakes, rivers or canals, are to be enumerated as of the place where such boat belongs, unless they form parts of families otherwise enumerated; and any persons living on board of any vessel or boat, with no other home, must be enumerated as of the place where the vessel or boat is owned, licensed or registered.

Marshals should make inquiries, at the offices of persons or agents of companies employing any boat or vessel in the commerce or internal navigation of the state, for all persons residing on boats or vessels in their employment, having no other homes, and not otherwise enumerated.

Where persons have removed since the first day of June, 1855, they are to be enumerated as of the district in which they lived on that day. In cases where such families or persons have removed from the district, the statistics concerning them are to be learned from the best means of information within reach.

**6. Age.**—In this column insert, in figures, the specific age of each person, at his or her last birth day previous to the 1st of June, opposite the name of such person. If the exact age in years cannot be ascertained, insert a number which shall be the nearest approximation to it.



The age, either exact or estimated, of every person is to be inserted.

If the person be a child under one year old, the entry is to be made by the fractional parts of a year, thus: one month,  $\frac{1}{12}$ ; two months,  $\frac{2}{12}$ ; three months,  $\frac{3}{12}$ , and so on to  $\frac{11}{12}$ . Unless the age be under one year there should be no fractions used, the whole number of entire years which the person has lived being given.

7. *Sex*.—In this column insert in all cases, opposite to each name, the letter M. or F., according as such person is male or female.

8. *Color*.—If the person be white, no entry is to be made, but if mulatto, write M.; or if black, B. opposite to the name. In like manner if the person be an Indian, living apart from any tribe, and not on any reservation, write *Ind*. The number of Indians of this class is probably extremely small. Special marshals will be appointed for taking the census of Indians residing together in settlements, and the marshals appointed for taking the census of the election districts of towns will have no duties to perform in relation to such Indian settlements. Special marshals will be appointed to take the Allegany, Cattaraugus, Oneida, Onondaga, St. Regis, Tonawanda, and Tuscarora Indians. All others should be taken by the town marshals.

9. *Relation to the head of the family*.—No entry should be made in this column opposite to the name of the head of the family, but opposite to *every other* name, write the relation to such head, as: "Wife," "child," "father," "mother," "aunt," "servant," "apprentice," "boarder," &c., &c., as the case may be.

10. *In what county of this state, or in what other state or foreign country born?*—In this column, opposite to each

name, write the *county*, (but not town or city) in which each person was born, if he be a native of the State of New York, as "Erie," "Oneida," &c., but if of any other of the United States write the name of the state, or a sufficient abbreviation thereof, as "Maine," "Ohio," "Mass.," &c. If the person is a native of a foreign country, write the name of such country, as "Canada," "England," "Ireland," "France," &c.

**11. Married.**—If the person is married and have a consort living, write the figure 1, in this column opposite the name.

**12. Widowed.**—If the person shall have been married but be now a widow or widower, write the figure 1 in this column opposite the name.

If the person has not been married, or has been divorced, no entry is to be made in columns 11 or 12.

**13. Years resident in this city or town.**—The object of this inquiry is to ascertain the relative permanence of residence in the population of the State. Opposite to the name of each person write in figures the number of whole years the person has lived in the town or city. No reference must be made to removals from one part of a town or city to another, and no fractions should be used unless the time be less than one year, when they may be used as in column 6.

**14. Profession, Trade or Occupation.**—Opposite the name of every male person over fifteen years of age, and of every female having a distinct trade or employment other than the ordinary domestic duties of the household, write the name of the business or employment which the said person is known and reputed to follow in the place where he or she resides, as "clergyman," "physician," "lawyer," "shoemaker," "student," "farmer," &c. When

more convenient, the name of the article produced may be substituted.

When the individual is a clergyman, write the initials of the denomination or sect to which he belongs before his profession, as "Meth," for Methodist, "R. C." for Roman Catholic, "O. S. P." for Old School Presbyterian, or other appropriate initials as the fact may be.

When a person follows several professions or occupations the name of the principal one only is to be given. If a person follow no particular occupation, the space is to be filled with the word "none."

**15. *Native Voters.***—If the person be a legally qualified voter without having been naturalized, write the figure 1 opposite to his name in this column.

**16. *Naturalized Voters.***—If the persons shall have acquired the right of voting at elections by virtue of our naturalization laws, write 1 in this column opposite to his name.

**17. *Aliens.***—The Constitution of the State (Art. III., § 4,) requires this and the next inquiry to be made. Opposite to the name of each alien, of whatever age, write in this column the figure 1.

**18. *Persons of Color not taxed.***—Opposite the name of every such person, of whatever age, write the figure 1.

**19. *Persons over 21 years, who cannot read and write.***—In this column, write the figure 1 opposite the name of every person who cannot read and write. If the person can read and write a foreign language, he is to be considered as able to read and write. If a person can read but not write, insert the letter R in this column instead of the figure 1.

**20. *Owners of land.***—If the person be the owner of real estate, write the figure 1 in this column opposite his

name. He is to be considered owner if he holds land by deed, contract, or perpetual lease.

**21. *Deaf-and-Dumb, Blind, Insane or Idiotic***—The inquiries to be entered in this column are of the highest importance, in connection with the benevolent institutions which have been established for the relief of these unfortunate classes, and the utmost care be exercised in procuring accurate intelligence in each family. A sense of delicacy should not deter the marshals from procuring the requisite data. If the persons belonging in the family be resident in any special institution within the state, devoted to the treatment of the infirmity to which he is subject, no entry should be made, as the necessary facts will be obtained by the marshal in whose district such institution is located.

If this column is properly prepared, it will show, in connection with the other entries opposite the name of the individual, a large amount of useful information, of practical value in aiding the state to an intelligent administration of the affairs of her humane institutions.

A person is to be noted as "deaf and dumb" who was born without the sense of hearing, and, consequently, has not acquired the use of speech, or who lost the sense of hearing before the faculty of speech had been acquired.

If a person is mute from disease, or any cause other than deafness from childhood, no entry is to be made in the schedules. In like manner, if a person has become deaf from age, or disease, no notice thereof should be made, unless the loss of hearing occurred in early childhood, as above stated; in which case, such person may be entered as "deaf and dumb," and a note, referring to the margin or bottom of the page, may be made, stating the *cause*, if known. This fact, taken in connection with the age, would afford a knowledge as to whether such person is a proper subject of instruction, and entitled to

the privileges of a special institution for the education of deaf mutes. When deafness occurs in middle life or old age, it is, like many other infirmities, a serious personal inconvenience, but does not generally disqualify a person from his accustomed employment, or render him sooner chargeable to the public, if poor.

If a person be blind, the fact should be written in column No. 21; and, if the cause is known, it should be stated in a note in the margin. Partial blindness, or a loss of one eye only, should not be noted.

Insanity exists in every degree, from a slight aberration of mind on some particular subject to raving madness; and the marshals may find it difficult at times to decide whether or not a person should be classed with the insane. In general, if a person is reputed to be erratic on some particular subject, yet attends regularly to his business, and provides for his family, without evincing to an ordinary observer special symptoms of insanity, he should not be entered as insane. This subject is left to the discretion of the marshals, who, in most cases, will be able from the facts before them, to draw a just inference. If insane persons are in asylums, poor-houses or similar institutions, they should only be enumerated at such institutions, and not in the families to which they belong when at home.

Idiots should be, in like manner, enumerated in the place where they resided on the first day of June; whether in families, or in institutions devoted wholly or in part to their support.

In general, a person capable of self support, and the transaction of ordinary business, should not be classed with the idiotic, although his grade of intellect may be below the general average. In no case should dementia from old age be so entered, unless it has existed through life. It is a matter of especial interest to ascertain the number of the idiotic below the age of twelve years,



as many of such are capable of a useful degree of education; and the marshals are requested to take especial care in enumerating all of this class, notwithstanding the delicacy attending inquiries of this kind. A proper discretion, and explanation of the objects of the inquiry, will generally secure the requisite information. If the cause of the infirmity be known, it may be entered in the margin.

In some cases it may be difficult to distinguish between a passive insanity, or dementia, and idiocy. In cases of doubt, the opinion of physicians should be consulted.

## **Schedule No. II.—Agriculture and Domestic Manufactures.**

**22.** *Name of the Owner, Agent or Manager of the farm.*—In case where a person owns more than one farm, carried on by different individuals, the persons in charge will give the statistics of each. A careful observance of this rule will prevent any farms from being twice taken.

**23.** *Acres improved.*—In this column write the number acres of land under cultivation or improvement, including pasture, meadow, arable land, and in short everything that has been reclaimed from a state of nature, deducting highways, lakes and ponds of water, when the latter exceed ten acres in area, but not otherwise.

**24.** *Acres unimproved.*—In this column enter the number of acres in the state of nature, as woodland, uncultivated swamps and marshes, and lakes and ponds of water over ten acres in area, providing the latter are considered private property. Inquiries should be made for non-resident lands, the owners of which are unknown, and the number of acres of wild land according to the best means of information that can be reached by the marshals, should be

entered. In this case, instead of the name, in column 22, write "non-resident," and in column 24, the whole number of acres of this description in the district.

If unimproved lands in any district be in charge of a reputed owner or agent, they should be set opposite the name of such owner or agent, in the several districts in which they lie, whether the agent or owner reside in such district or not; but in no instance, should there be set against any name, a greater number of acres than such person may have in the election district in which the entry is made.

It is highly important that columns 23 and 24 should together show the aggregate quantity of land in each district, and their general sum, together that in the whole state.

**25. *Cash value of Farms.***—The value of the whole farm, including buildings and improvements, as well as wild or unimproved land, should be entered in this column in dollars. In making the estimate, reference should be had to the price which such farm would ordinarily bring if sold, without reference to its assessed value.

**26. *Cash value of Stock.***—In estimating the value of the domestic animals on the farm, the marshal should have reference to the current price of property of this kind in the vicinity, on the first day of June, 1855. Like other values, it will in some degree be relative, and depend upon nearness to market, and other circumstances.

**27. *Cash value of Tools and Implements.***—In this column, include all machinery used for agricultural purposes only, as cider mills and presses, steam or other power, and machinery for threshing, sawing, churning, &c., fixtures for making maple sugar, vehicles, and the tools, machines and implements of farm labor generally.

**28. Acres Plowed the year previous.**—In this column enter the whole number of acres of land plowed in 1854, for spring sowing or planting.

**29. Acres in Fallow the year previous.**—This column should include the number of acres plowed, but not put in spring or summer crops in 1854. Care should be taken to include in this, no part of the land set in the last column. Land plowed in 1854, after producing a crop of hay or grain, should not be entered as plowed, but only under the head of the crop produced.

**30. Acres in Pasture the year previous.**—In this column enter the number of acres on which stock was allowed to range in the summer of 1854, exclusive of highways, fallow, and land entered as unimproved.

**31. Acres in Meadow.**—This inquiry must have reference to the summer of 1854, and should include the amount of land reserved for mowing, grass or clover. As the season to which this refers was one of unusual drouth in many sections, instances may occur in which land so kept was not mowed; still, if reserved for the purpose, it should be entered as meadow.

**32. Tons of Hay.**—In many instances this will be but vague approximation, since farmers seldom weigh the hay collected for their own use. The marshals should estimate as nearly as practicable, having reference to the amount of stock kept, and the average quantity required in common seasons in the locality, for their support through the winter, making allowance for the other food used.

**33. Bushels of Grass Seed.**—In this include the aggregate amount of grass seed, specially harvested, or screened from grain in the preceding year. Clover, lucerne and other seeds of plants not graminea or true grasses, raised

for feeding stock, should not be included in this column, but in the unenumerated articles in columns 75, 76, 77.

**34. 35.** *Acres of Spring Wheat sown, and bushels harvested.*—These refer to the season of 1854.

**36. 37.** *Acres of Winter Wheat sown, and bushels harvested.*—This also refers to the quantity sown in the fall of 1853, and harvested in the summer of 1854. The number of acres sown, should be entered, whether the whole was harvested or not. In some instances, the whole quantity, may have been so injured by the drouth, or by insects, as not to be worth the labor of harvesting. The quantity so lost will be shown if entered in the manner directed, while the comparative yield, indicated in the bushels harvested, will show the relative failure of the crop in different sections of the state.

**38. 39.** *Acres of Oats sown, and bushels harvested.*—This also refers to the season of 1854.

**40. 41.** *Acres of Rye sown, and bushels harvested.*—In this include the crop harvested in 1854, whether of spring or winter rye.

**42. 43.** *Acres of Barley sown, and bushels harvested.*

**44. 45.** *Acres of Buckwheat sown, and bushels harvested.*

**46. 47.** *Acres of Corn planted and bushels harvested.*

**48. 49.** *Acres of Potatoes planted, and bushels harvested.*

**50. 51.** *Acres of Peas sown, and bushels harvested.*

**52. 53.** *Acres of Beans planted, and bushels harvested.*

**54. 55.** *Acres of Turnips planted, and bushels harvested.*

These inquiries should refer to the crop of 1854 in all cases.

**56.** *Acres of Flax sown.*—Refers to the crop of 1854.

**57. *Tons of Lint.***—In many instances small crops of flax are raised for household manufacture. In such cases, the amount of land cultivated, may be expressed in fractions, and the quantity of flax dressed out given in pounds. In such cases write the word “pounds” with their number in column 57. The heading of “tons” was intended to apply to cases in which flax is raised in quantities for cordage, &c.

**58. *Bushels of Flax seed.***—This refers to the crop of 1854.

**59. 60. *Acres of Hemp sown, and tons produced.***—The weight refers to the hemp when rotted and dressed for manufacturing. The inquiry relates to the crop of 1854.

**61. 62. *Acres of Hops planted, and pounds harvested.***

**63. 64. *Acres of Tobacco planted, and pounds harvested.***

**65. *Bushels of Apples harvested.***

**66. *Barrels of Cider manufactured.***—These inquiries relate to the crop of 1854.

**67. 68. *Acres of Market Gardens cultivated, and value of product.***—Most families in the country, cultivate small gardens for domestic use, of which the marshals are expected to take no account, except as their product may appear in the preceding columns. But in the vicinity of cities and large villages, there are large gardens devoted to the raising of culinary vegetables for sale, for which these columns were intended. In column 68, the aggregate value, alone is to be entered, without specifying items. The inquiry refers to the year 1854.

**69. *Pounds of Maple Sugar made.***

**70. *Gallons of Maple Molasses made.***—These inquiries should relate to the spring of 1855.



**71. Gallons of Wine made.**—This relates to 1854, and to wine made from grapes only. The quantity made in the state, is presumed to be very small, but is on the increase, and it is quite desirable to learn the extent of this branch of agriculture.

**72. Pounds of Honey collected.**

**73. Pounds of Wax collected.**—These relate to the season of 1854, and should include both that collected from domestic and wild bees.

**74. Silk.**—Pounds of cocoons. In this column insert the number of pounds of cocoons raised in 1854. The quantity is presumed to be much less than that produced several years since. If silk be manufactured on the premises, the business may be entered under its appropriate headings in schedule III, or among unenumerated domestic manufactures.

**75. 76. 77. Kind, quantity and value of unenumerated articles of Farm Produce.**—These columns are intended for the entry of any product made the subject of special cultivation, and not embraced in any of the preceding columns. In some localities large amounts of capital are invested in the rearing of vegetable products, which form very unusual subjects of general culture, but of which it is desirable to obtain the most ample details. The following is a list of the principal of these, but should the marshals meet with any crops not included in the list, they should nevertheless be entered:

Apricots,	Medicinal Herbs,	Quinces,
Broom Corn,	Melons,	Saffron,
Carrots,	Millet,	Seeds for garden use,
Cherries,	Osier Willow,	Strawberries,
Cranberries,	Peaches,	Teasels,
Currants,	Pears,	Trees for fruit and
Grapes,	Plums,	shade in nurseries,
Madder,	Poppies,	&c.

In these columns, those articles that are reared for sale, and not for domestic use only, are to be inserted. The denomination in which the quantity is represented, or a sufficient abbreviation thereof should be written, whether it be bushels, quarts, pounds, dozens or other denominations.

**78. *Neat Cattle under one year old.***—In this column enter the number of calves less than one year old, on the farm on the first day of June, 1855, without reference to any other circumstances but age.

**79. *Neat Cattle over one year, exclusive of Working Oxen and Cows.***—In this column enter the number of bulls, young and fattening cattle, &c., not included in the 78th, 80th or 81st column.

**80. *Number of Working Oxen.***

**81. *Number of Cows.***—The latter is to include all the cows on the farm, whether milked or not. A heifer that has borne a calf, should be counted as a cow.

**82. *Number of Cattle killed for Beef.***—This is to include only those slaughtered on the premises, and not those sold for market and driven off, or killed at slaughter-houses. The latter should be entered in this schedule in this column opposite the name of the person at whose slaughter-house such cattle were killed. By observing this rule, the aggregate results will represent the whole amount of cattle killed for beef. If under one year old they are not to be counted.

**83. *Whole number of Cows milked.***—This is to include the whole number milked for family use, for the milk market, and for the dairy, and the difference between this and column 81, should show the number of cows not milked.

**84. *Number of Cows milked for Butter.***—This is to include the average number of cows kept for making butter

exclusively. Where both butter and cheese are made at a dairy, the entry of number of cows should be made opposite to the article chiefly manufactured, but the quantity of both should be entered in their proper columns. The absence of a number in column 84 or 86, while both 85 and 87 are filled, will show that both butter and cheese have been made at the dairy from the same cows.

In estimating the amount of butter and cheese made, that used in the family should be included, as nearly as can be estimated.

**85.** *Pounds of Butter.*

**86.** *Number of Cows milked for cheese.*

**87.** *Pounds of Cheese made.*—The remarks made under No. 84 apply to these columns also.

**88.** *Number of Cows milked for market.*

**89.** *Gallons of Milk sold.*—In these columns, enter the average number of cows, whose milk was sold during the year previous, and the total quantity sold in gallons.

**90.** *Number of Horses.*—In this column enter the whole number of horses kept on the first day of June, 1855, without reference to age or use.

**91.** *Number of Mules.*—To be entered like the preceding.

**92.** *Number of Swine under six months.*

**93.** *Number of Swine over six months.*—These inquiries should refer to the first day of June, 1855.

**94.** *Number of Sheep.*—This refers to the number kept on the first of June, 1855.

**95.** *Number of Fleecees.*—This refers to the number of fleeces shorn in the summer of 1854.

**96.** *Pounds of Wool.*—This also refers to the year 1854.

**97.** *Value of Poultry sold.*

**98.** *Value of Eggs sold.*—These inquiries relate to the year ending June 1, 1855.

**99. 100. 101.** *Kind, Quantity and Value of Special Manures used.*—Under the head of special manures, should be included, guano, gypsum, poudrette, saline compounds and other substances prepared or sold as fertilizing agents, aside from those ordinarily produced upon farms. The period embraced should be one year, ending June 1, 1855.

**102. 103. 104. 105.** *Domestic Manufactures—Yards of Fulled Cloth, Flannel, Linen, Cotton and Mixed Cloths made.*—These inquiries should be made for the year ending June 1, 1855, and include the quantities of the above cloths woven by hand in families, although the carding, spinning, dyeing and dressing may have been done elsewhere. These inquiries are made to correspond with those of former state censuses for many years, and will probably show a relative diminution of this class of products from the introduction of machinery, and the consequent cheapening of these articles. The quantity is to include the whole amount made, whether sold, or consumed in the family.

**106. 107. 108.** *Kind, quantity and value of other articles of Domestic Manufacture.*—In these columns write the name, quantity, and worth, of such objects of household industry as may have been manufactured for sale only, but not for domestic use in the family where made.

### Schedule No. III.—Industry other than Agriculture and Domestic Manufactures.

This schedule is designed to contain the returns of all the products of Industry, (excepting agriculture and domestic manufacture) of each producer or establishment.

Should any one object, on the ground of *not wishing to expose the nature of his business*, the marshal should state that it is not desired to elicit any information, which will be used or published as concerning the operations of any individual or company. The individual facts are confidentially imparted and received, and will only be published as part of a great body of similar facts from which it will be impossible to abstract or distinguish those of single firms or corporations. Small mechanical operations, not pursued as a regular employment but incidentally followed, and producing less than \$500 worth of product annually, should not be entered by the marshals.

All kinds of mercantile, commercial or trading business, where no specific article is produced or manufactured, but which are limited to dealing and exchange of merchandise or manufacture, are *not to be included* in this schedule.

If an establishment consists of several mills, or branches of manufacture, or is carried on in several different places in the same marshal's district, but for the same concern, it is to be considered as one, being owned by one individual or company. Where the same concern has branches in the districts of different marshals, they are to be enumerated in the district in which they are located.

**109.** *Name of Person or Company owning the Shop, Factory, Mine, Quarry, or other object of Industry.*—In this column, insert the name of the individual, firm, or corporation, owning or conducting the business.



**110. *Name of Business or Manufacture.***—As many lines in this column are to be filled, as there are distinct branches of manufacture carried on.

**111. *Capital invested in Real Estate.***—In this column, insert the present value of the premises, considered with reference to location and surrounding advantages, and without reference to original cost. It is intended to represent the price for which the property might be sold in the ordinary course of business, and not the assessed value which is unequal in the several counties and towns of the state, and generally below the price for which it could be sold.

**112. *Capital invested in Tools and Machinery.***—In this column enter the present value without reference to first cost, of the tools and machinery employed in the business or manufacture.

**113. 114. 115.—*Quantity, kind and value of Raw Materials.***—In these columns insert the aggregate quantity, kind and value of the articles used in the manufacture, including fuel used in generating steam power, or otherwise. Where several important items enter into the account, they should be separately stated, using as many lines for that purpose as may be necessary.

An article produced at one establishment, may be the raw material at another, as the ore, is the product of the mine, and the raw material at the furnace. The pig iron, which is the article produced at the latter, is the raw material at the forge for the manufacturing of bar iron, and the latter the raw material of the blacksmith, or the machinist. So in almost every kind of manufacture, a material has to pass through many processes of different establishments before it reaches its ultimate use.

The object of the census in this schedule, being to ascertain the aggregate value of labor aided by machinery there will generally be no difficulty in filling these columns.

In quarrying, mining and similar business, no raw materials being used, these columns will be blank.

**116. 117. 118.** *Quantity, kind and value of Manufactured product.*—In these columns, enter the aggregate of the several distinct classes of manufacture, using as many lines as are requisite. It is not necessary that these entries generally, should range on the same horizontal lines with those in the three preceding columns, but the first one should be on the same line with the name of the person or company. The remarks under the preceding head concerning what are relatively raw materials and manufactured products apply to this.

By *Quantity*, is meant the usual mode and terms of expressing weights, measures or amount, as pounds of tallow, bales of cotton, reams of paper, tons or bushels of coal, barrels or bushels of salt, &c. The initials of the term used should be written after the figures representing the quantity, as *B.* for bales, *Bush.* for bushels, *Bl.* for barrel, &c.

By *Kind*, is intended to include the name of the articles used or produced. Where different articles of the same class are manufactured, a general term should be used, as, “cutlery,” “hollow ware,” “furniture,” “glass ware,” &c., but where the manufacture is limited to a single article it should be specified, as “knives,” “kettles,” “chairs,” “window glass,” &c.

The *Value*, of the whole amount of each article whose kind and quantity are given, should be entered in the aggregate for the year ending June 1, 1855, to which date all inquiries in schedule No. III. should refer.

\* The value of raw materials as well as of the manufactured product is to be estimated at the place of manufacture, and will include the cost of transportation of the former to where used, but not of the latter to the market.

**119.** *Kind of Motive Power.*—In this column write “steam,” “water,” “horse power,” &c., as the case may be.

Where more than one kind of power is employed, each should be entered. As hand power is more or less used in connection with machinery, it is not to be specified, unless forming the only or principal motive power of looms, printing presses or other machinery.

**120. 121. 122. 123.** *Persons employed.*—In these columns, enter the average number of persons engaged in the manufacture or business, including agents, overseers, clerks and employees of every class, directly and principally employed, but not those transiently engaged for brief periods. If the nature of the business is such that it cannot be carried on throughout the year, but only for a season, the average number of persons engaged in such season, is to be entered.

**124. 125.** *Wages exclusive of Board.*—In these columns insert the average wages, reduced to months, of persons employed. Where different rates are paid, those only of persons of the most numerous class, are to be included, without reference to the compensation of agents, overseers or officers charged with the superintendence of the business. It is designed to get the average earnings of the laboring classes, in the several departments of industry throughout the state. Where board is included in the rate of wages, the rate of board should be added to that of the wages, so as to make the latter in all cases equal to what would be paid to employees, who paid their board out of their earnings.

The object of the inquiry being, to arrive at the *cost of labor*, care should be taken to get uniformity in results, which can only be obtained by observing the above rule. In these columns include the individual labor of a producer working on his own account, whose productions are separately enumerated.

### Schedule IV.—Marriages and Deaths.

The design of the inquiries contained in this schedule, being to arrive at general results, rather than isolated facts, the names of the parties are not entered. If the inquiries are correctly and carefully made, they will show all of the facts properly belonging to a census. They should embrace the year ending June 1, 1855.

Statistics concerning marriages are to be obtained of the parties married ; and after making all the inquiries directed in the preceding schedules, the marshals should ascertain, whether any have been married during the year. If both parties to the marriage are residing together, the facts are to be entered as directed below.

If one be temporarily absent, the entry is to be made as if at home. If one be dead, the survivor should answer the questions as if the other were living. If both are dead, the inquiry should be made of the family of the bride before marriage. If the parties are divorced, or separated by the residence of one of them in a prison, garrison, asylum or similar place of detention, though the latter be but for a limited time, the entry of each should be made at the residence of the parties, and neither should answer the questions except so far as they concern himself or herself, as the case may be. If the marriage be that of parties not residing in the state on the first day of June, the inquiries should be answered at the former residence of the bride, provided that the latter was previously a resident of the state, but not otherwise. Marriages within the state, of parties not residing therein, and only temporarily present at the time of marriage, are not to be entered.

**126. 127. *Ages of Husband and Wife.***—In these columns write the age of each, on his and her last birthday previous to the marriage ; unless the parties are divorced, or one be an inmate of a prison, garrison, asylum, or similar



place of detention, when the entry is to be made only of the one of whom the marshal is inquiring. Fractions should not be used in these columns.

**128. 129.** *Previous civil condition of the Husband and Wife.*—If the person shall not have been previously married, write S. If previously married, and divorced, write D. If a widow, or a widower, write W.

**130.** *In what month Married?*—In this column write the month of marriage, without the day of the month.

**131.** *Place of Marriage, where different from present Residence.*—The object of this inquiry is to ascertain the number of marriages in the several sections of the State. If the marriage shall have been, in the county where the inquiry is answered, no entry is to be made; but if in any other county, state or country, the latter should be entered in this column, observing the same rule in relation to the county, state, or country, as directed in column 10.

*Deaths.*—The inquiries relating to deaths must be answered by the surviving members of the family to whom such person belonged, if the death occurred at home, but not otherwise. Strangers, travelers, and persons not residing within the state, who may have died within the same, shall be entered as of the hotel, family, or other place where such person shall have died.

Persons dying away from home, within this state, should be entered as of the family or place in which they died.

The superintendents, keepers or managers of prisons, hospitals, asylums, garrisons, or similar establishments, should give the number that have died during the year, in their respective institutions. Marshals should take care to learn by inquiries of coroners, and otherwise, the whole number that have been found dead. The end of these inquiries being, to ascertain the whole number of deaths within the state, during the year ending June 1, 1855, care should be taken by each marshal, to embrace all such



as have died in his district; but in no case, except that in the following paragraph, should a death be noted that has occurred out of his district, although of a person belonging to a family residing within the state, or even of those whose remains have been brought home for interment.

In cases where families have removed from the town or city in which the death occurred, the inquiry should still be made of the family of such person if dying in such family, within the state, and a note should be made in the margin, giving the name of the town or city, in which such family resided at the time of the death of such person. Under the head of "remarks," at the foot of the page state any local or epidemic causes which may have varied the results from those of common years, and any endemic diseases to which the district may be subject.

**132. Age.**—In this column insert the number of entire years a person may have lived, at the time of death, omitting fractional parts of a year, in all cases, unless the age be less than one year, when the age in months may be entered in fractions as directed for the ages of persons living.

**133. Sex.**—If the person who died was a male, write M. If a female write F., in this column.

**134. Color.**—If the person who has died, was white, write W.; if black, B.; if mulatto, M.; if Indian, and not residing on reservations or in Indian settlements, write *Ind.*

**135. Civil Condition.**—If the person at the time of death was single, write S.; if married, write M.; if a widow or a widower, write W.

**136. Time of Death.**—Write in this column, the month in which the death occurred, unless the death shall have been caused by cholera, or other epidemic, in which case add the day of the month.

**137. *Native Country.***—If a native of the State of New-York, leave the space blank. If of any other state, or of a foreign country, write the name of such state or country, or a sufficient abbreviation thereof. If the native country is not known, write in this column the word “unknown.”

**138. *Trade or Occupation.***—In this column, write the name of the business which a person who has died within the year, was reputed to follow. If this cannot be ascertained, write, “unknown.”

**139. *Disease or Cause of Death.***—If this column be carefully filled, it will show a large amount of useful information; of interest to the medical profession, as well as to the student of general statistics. Great care should be taken to get reliable information from the best sources within reach, and if necessary, by consulting the physician who attended upon the case.

If the death shall have been produced by any other cause than disease, the cause of death should be stated, as “drowning,” “railroad accident,” “falling from a building,” “suicide by hanging,” “legal execution,” “murdered by shooting,” “accidental shooting,” &c., as the case may be.

If the marshal be unable to learn the cause of death, as will sometimes occur in cases of persons found dead, write “unknown,” “found dead,” &c., using such term of expression as shall suit the case.

## Schedule V.—Churches, Schools, &c.

*Places of Public Worship.*—These questions may be answered by the pastor, clerk, trustees or other officers, of the church.

**140.** *Corporate Name of Society Owning.*—In this column, enter the legal name of the society, owning the property, as it is given in the instrument of incorporation, recorded in the county clerk's office.

**141.** *Denomination.*—In this column write the name of the sect, or religious denomination worshiping in the church. If several denominations have an interest, their names may be written, unless it be the common property of more than three, when the term "several," may be entered.

**142.** *Value of Church and Lot.*—This should include the present value of the church and furniture, including bell, organ, &c., having reference in estimating the lot, to its location and value, if applied to secular uses.

**143.** *Value of other Real Estate.*—This is to include the value of any parsonage, glebe, lands, or other real estate, belonging to the particular religious society, of whom the inquiry is being made, whether they be located within the same election district or not, provided that they are within the state. If the church belongs to a society that holds its property in common, the marshals should procure an estimate of the value of the church property within their districts only.

**144.** *Number capable of being Seated.*

**145.** *Usual Number Attending.*—These inquiries may be made of the person having charge, or any one familiar

with the arrangement, and the ordinary attendance at the church.

**146. *Number of Communicants.***—This should be ascertained from the pastor, or of some officer of the church qualified to give the information correctly.

**147. *Salaries of Clergy.***—This should include the use of real estate, perquisites, donations, and all other pecuniary resources connected with, and dependent upon, the pastoral relation.

*District School-Houses.*—These questions may be answered by trustees or district clerks, in cases where they do not come under the observation of the marshals.

**148. *Number of School District.***—In this column insert the number by which the district is known, by the town officers, in the discharge of their official duties. If it be a joint district, the inquiries are to be made only by the marshal in whose district the school-house is located; the number of the district given, being that by which it is known in his own town.

**149. *Of what material the School-House is Built.***—This is to be answered in the same manner as under column 2, of dwellings.

**150. *Condition of School-House.***—In this column write “good,” “poor,” “very poor,” or such other expression as may suit the case.

**151. *Value of School-House.***—This should include the lot and ground, with reference to their present value which should be expressed in dollars only. It should not include apparatus.

*Unincorporated Literary, Benevolent, or Charitable Institutions.*—The report of academies, colleges and incorporated seminaries, to the regents of the university annually

furnish all the statistics in relation to the property of their respective institutions that could be ascertained by the marshals, who will consequently have no duties to perform in estimating their value. These columns are intended for such private literary or other institutions as would not otherwise be included.

**152. *By whom, or what Sect, Society or Company Owned?***—In this column, write the name by which the association or society is known.

**153. *For what Purpose Used?***—In this column, write "school," "asylum," "infirmary," or other terms that shall express the use to which the premises are applied.

**151. *Value.***—This should be learned from the parties concerned, unless known to the marshal. It should include lot, furniture and fixtures.

## **Schedule VI.—Newspapers and other Periodicals.**

The facts required in this schedule, should be learned at the office of publication, or if published in more than one place, at the place where printed. Every literary publication, issued at stated intervals, and without fixed limits of continuance, should be included in these inquiries, but not serial works, published in parts. An almanac, or an annual volume, would be considered as a periodical, but these should be entered only by the parties printing the same.

The marshals will confer a favor, in sending by mail, directly to this office, one number of the periodical last issued, marked "specimen number," on the corner of the envelope. These will be bound into volumes and placed in the state library, as an indication of the extent and character of this class of literature in the State of New York, in the present year. Such collections possess great interest, and if made at frequent intervals, would afford a valuable



index to our progress in this important department of the arts. The facts that are required in the schedule and not shown in the publication itself, should be learned from the publishers.

**155.** *Names of Periodicals.*

**156.** *Names of Editors and Publishers?*

**157.** *To what Object Devoted?*

**158.** *When Established?*

**159.** *Subscription price.*—This should be reduced to the annual rate for a single copy in advance, to mail subscribers, in cases where different rates are given.

**160.** *Circulation.*—This should include the average number of copies of each regular issue. Where there are daily, semi-weekly, and weekly or other editions, the several editions should be entered as independent publications, with all the inquiries required by the schedule, answered for each. The edition most frequently issued should be placed first.

**161.** *At what intervals published?*—In this column write “daily,” “weekly,” or other word expressing the interval of publication.

*Inns, Stores and Groceries.*—This inquiry is inserted simply to keep up an uniformity with former state censuses, and numbers inserted in these spaces should show the aggregate number in the district. Places exclusively for the sale of any article of merchandise or manufacture, are to be counted as stores.

*Relative yield of Crops, and cause of failure.*—The season of 1854, to which most of the agricultural inquiries relate, was, from the prevalence of drouth, unfavorable for representing the ordinary farm products of the state. To ascertain the absolute amount of this deficiency, as well as

its relative extent and cause, the marshals are requested to enter opposite to each crop, as nearly as he can determine from his own observation, and by inquiry throughout his district, the general average yield compared with favorable seasons. Under the head of "Relative yield," write  $\frac{1}{2}$ ,  $\frac{1}{3}$ ,  $\frac{1}{4}$ , or such other fraction as may suit the case, and under the cause of failure, write "drouth," "insects," "rust," "blight," "frost," or such other term as may describe the cause.

*Remarks.*—On these lines write the names and population of villages, or parts of villages, as directed on page 14, and such other memoranda as may be deemed necessary for an understanding of the preceding schedules.

If there has been enumerated an unusual number of inhabitants, occasioned by the construction of railroads, canals or other works; or a deficiency of the usual number from any cause, the fact should be here stated.

*The Oath or Affirmation*, should be filled as indicated by the blanks, and subscribed both to the original and the copy, before a magistrate, judge or other person authorized to administer the same, who is not allowed by the law to charge any fee for this service.

Immediately upon completing this, the schedules should be done up in two packages marked as before directed, and forwarded in one cover without delay, to the office of the county clerk. Care should be taken that they be sent in a safe and direct manner, without the least liability of detention or miscarriage, and if necessary, the marshal himself should carry them to the county clerk's office, or send them by a special messenger.

## INDIAN CENSUS.

Special marshals will be appointed for taking the census of the Indians residing in the Allegany, Cattaraugus, Oneida, Onondaga, St. Regis, Tonawanda, and Tuscarora settlements. All Indians residing elsewhere should be entered by the marshals in whose district they live, who should be careful to note such persons in column 8, as hereinbefore directed.

In the state census of 1845, some difficulty was experienced in procuring from this class of our population, the desired information, from the jealousy with which inquiries after their domestic industry were received, and a suspicion that this measure might possibly have some connection with the troubled state of their land titles. On the former occasion, the subject was a novel one, and the parties that clung to their ancient form of government, naturally regarded the measure as favoring the views of their opponents, by the introduction of customs peculiar to civilized life. The Indians residing within this state are to some extent producers, mostly in the line of grain and cattle. So far as the schedules apply, the same inquiries may be made of Indians as of Whites, as directed in the preceding pages.

The marshals charged with the special duty of taking the Indian census, are requested to add such observations and statistics as they may be able to collect, which may be deemed of general interest, particularly as to the progress of education and civilization, the number, condition, and relative prosperity of schools, and such other items as may be deemed of permanent and general interest.

With the directions herein given, it is hoped that the marshals will be enabled to execute their duties upon a uniform plan, and in a manner that shall entitle them to the highest confidence, as the basis of the generalizations to be made; and that the results will not only constitute a reliable data for present action and future comparison.

ELIAS W. LEAVENWORTH,  
*Secretary of State.*

